

**OPEN SESSION MINUTES
WINNEBAGO COUNTY BOARD OF SUPERVISORS
SOLID WASTE MANAGEMENT BOARD**

DATE: September 19, 2018

TIME: 9:00 a.m.

LOCATION: Sunnyview Landfill
100 W. County Road Y
Oshkosh, WI

PRESENT: Pat O'Brien, Chairman
Ken Robl, Vice Chairman
David Albrecht
Mike Easker
Jerry Finch
Gerry Konrad
Susan Locke

EXCUSED: Paul Eisen, Secretary
Doug Nelson

ALSO PRESENT: John Rabe, Director of Solid Waste
Cassie Stadtmueller, Administrative Associate
Kurt Pernsteiner, Operations Manager
Zach Moureau, Environmental Manager
Kathy Hutter, Recycling Program Manager
John Fink, County Executive Assistant

1. Call to Order: P. O'Brien called the meeting to order at 9:00 a.m.
2. Approve Agenda: Motion to approve the September 19, 2018 agenda, made by K. Robl and seconded by J. Finch. Motion carried 7-0.
3. Public Comments on Agenda Items: None.
4. Announcements/Communications: J. Rabe distributed copies of the 2017 Annual Report to the Solid Waste Board (SWMB).

J. Rabe asked the SWMB if there were any conflicts with the November 21, 2018 meeting due to it being the day before Thanksgiving. There were no conflicts at this time; meeting will stay scheduled for that date.

J. Rabe informed the SWMB that the Solid Waste Department received an email from a customer that used the facility on Saturday, September 15, 2018. The customer stated that their

truck broke down and one of the equipment operators helped them and ensured they got their trash unloaded and their truck running.

5. Approval of Minutes – September 5, 2018 Open and Closed Session: Motion to approve the September 5, 2018 open and closed session minutes, made by J. Finch and seconded by K. Robl. Motion carried 6-0. G. Konrad abstained.

6. Discussion/Action – Authorize Architect/Engineering Services for Solid Waste Administrative Office Addition & Renovation: J. Rabe presented the SWMB with the Architect/Engineering Services for Solid Waste Administrative Office Addition and Renovation as follows:
 - Proposal received from MartinRiley on September 6, 2018 based on updated Plan 2 Option
 - Updated Plan 2 construction cost estimate = ~\$1.347 Million
 - Scope/Tasks include: architect/engineering design; opinion of probable cost, bid documents – plans and specifications; pre-bid meeting/walkthrough; addenda and bid evaluation; construction administration including: contracts; pre-construction meeting, weekly progress meetings/site visits, review of submittals & shop drawings, review of monthly pay applications, answers to contractor RFI's, substantial completion punch list and repunch prior to final completion
 - Fees = \$126,600 for 100 W. County Rd Y
 - Fees = \$28,000 for 105 W. County Rd Y and Snell Road office
 - Not included: reimbursables (printing, mileage, shipping/postage), site survey and soil borings, fire suppression/sprinkler system design, hazardous material testing, review meetings with entities having jurisdiction.

Motion made by J. Finch, and seconded by K. Robl to adjust the 2018 budget and approve Architect/Engineering Services for Solid Waste Administrative Office Addition & Renovation for the cost of \$154,600. Motion carried 7-0.

7. Discussion/Action – Waste and Recyclable Material Hauling Services Agreement: J. Rabe informed the SWMB that he talked with Mary Anne Mueller from Winnebago County Corporate Counsel and Stuart Herro from DeWitt Ross & Stevens to discuss the hauling agreement with Kreilkamp Trucking (Kreilkamp) and what options we have. J. Rabe explained that he and the Solid Waste Staff met with Don Volk from Kreilkamp on September 18, 2018. J. Rabe further explained that they discussed operations, current agreement terms and current challenges that Kreilkamp is having. J. Rabe informed the SWMB that D. Volk will need to further look into numbers and meet with the Solid Waste Staff to come to an agreement on future rates/terms.

Discussion ensued amongst the SWMB.

No action taken at this time.

8. Discussion/Action – Construction & Demolition Waste Recycling Services Agreement: J. Rabe updated the SWMB on the Construction & Demolition (C & D) Waste Recycling Services Agreement as follows:

- Received an email from Landfill Reduction & Recycling (LRR) on September 7, 2018 requesting a \$6.00/ton increase in the Brown, Outagamie and Winnebago (BOW) County’s contract rate for C & D waste processing effective January 1, 2019
- If BOW is unwilling to accept this rate increase, LRR will begin wind down/shut down of Appleton processing facility.
- BOW Directors discussed increase on September 13, 2018 and scheduled a meeting with LRR for September 20, 2018 to discuss the increase.

Discussion ensued amongst the SWMB.

No action taken at this time.

9. Discussion – Landfill Gas Operations Update: Z. Moureau presented the SWMB with the following Landfill Gas Operations Update:

Landfill Gas Operations – September 17, 2018			Meter Op. Hours	One-Week Runtime
Engine #2	Down	Gearbox repair complete, new generator ordered	57868	0
Engine #3	Running at 987 KW		28503	143
Engine #4	Running at 1020 KW	Oil changed September 17, 2018	2282	168
Engine #5	Running at 1400 KW	Decoking completed on September 14, 2018	21671	65
Sunnyview Compressor	Compressor B running at 69%. Pipeline outflow 1,088 scfm.			
Sunnyview Flare	Flare –Off; Vacuum = -17’’ wc; Blower 103 and 104 on; 105 – off	Flare flowmeter malfunctioned		
Sunnyview Gas Field	CH4 = 52.8% O2 = 1.9%			
Snell Rd Flare	Flare – On; Flow = 100 scfm; Vacuum = -16.0’’ wc			
Snell Rd Gas Field	CH4 = 51.4% O2 = 1.4%			
Miscellaneous	Measure & record spark plug firing voltages on all engines. Remove and replace all spark plugs out of			

	specs. Clean and regap spark plugs removed from engines.			
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- WPS/Highway revenues – \$193,736 for August 2018 (on target to meet Budget estimated at \$2.1 Million)
- Ordered new generator for Engine #2 on September 11, 2018 with a 4-5 week lead time (air freight option)
- Engine # 5 decoke took place September 10-14, 2018
- Loaner flare flowmeter installed on September 12, 2018. Flowmeter is at the manufacturer for repair following malfunction

Discussion ensued amongst the SWMB.

10. Future Agenda Items: None at this time.

11. Set Next Meeting Date: The next SWMB meeting date is scheduled for October 3, 2018 at 9:00 a.m.

12. Adjournment: Motion to adjourn made by J. Finch and seconded by G. Konrad. Motion carried 7-0. Meeting was adjourned at 9:42 a.m.

Respectfully Submitted,

Cassie Stadtmueller
Administrative Associate

Approved by SWMB – October 3, 2018